

COOPERATIVE VACANCY INTERVIEW

NAMES OF ALL MEMBERS OF HOUSEHOLD	
INTERVIEWED BY (your name)	
TODAY'S DATE	

NOTE TO THE INTERVIEW TEAM:

- A lead person has been assigned to facilitate these interviews
- Each member of the interview team is to introduce him/herself to the applicants
- Start the interview by reading the introductory statement below
- *In order to practice fair housing procedures, no questions other than those listed in this interview are to be asked of the applicants*

INTRODUCTORY STATEMENT

- This Cooperative is a resident-managed complex owned and facilitated by The Owner. There is no on- site manager or hired landscape crew. Instead, each resident shares in the property's management and maintenance by contributing time, energy, and a variety of skills. This means that each leaseholder (person 18yrs+) maintains an independent weekly chore area as well as contributes to community team meetings, work parties, and training sessions. An elected Cooperative Community Team of residents coordinates security, maintenance, communication, policy amendments, etc.
- Cooperation requires flexibility, accountability, and strong communication skills; consequently, it is not for everybody. But for households that are suited, cooperative housing is a chance to positively influence public safety, establish pride of ownership, and benefit from opportunities for personal growth and empowerment. This cooperative is an equal housing opportunity provider.

INTERVIEW QUESTIONS

1. The Owner does not allow smoking in the units. If anyone in your household smokes or if you have guests that smoke, what will you do to comply with this policy?

2. You must have permission from The Owner to have a pet and have to pay a pet deposit of \$150 before a pet can move in with you. Only two pets are allowed per household. Describe how you will comply with this policy if you have a pet or if you get a pet in the future?

3. This interview is designed to ensure that applicants have a clear understanding of what is required by each adult member of your household as a resident of this cooperatively managed community. Please list as many of the basic cooperative rules and lease requirements that you understand all leaseholders have to follow (from the House Rules and Bylaws):

4. Weekly chore areas are an important part of each resident's cooperative responsibility. Please describe your understanding of the chore area duties.
5. Do you understand and accept that if you become a resident here, every leaseholder will be responsible for a chore area that he/she has to maintain at least once a week and that your household will be held accountable for doing your chores by other residents of the community?
6. . This community has an annual calendar that lists all mandatory meetings and trainings for the year and participation is required by all leaseholders (persons age18+). Please describe how you plan to prioritize these mandatory meetings, weekly chores and work parties into your household social, school and work schedules:
7. There will be one, mandatory three hour *New Resident Training* session scheduled within six months of moving in that all leaseholders are required to attend. Do all leaseholders (persons age18+) agree to make the commitment to attend this training?

8. Mandatory work parties and weekly chore areas are the *only* cooperative responsibilities that leaseholders (persons age 18+) are allowed to provide substitutes for. If you were scheduled to work, became sick, or were out of town and it prevented you from attending a work party or doing your chore what will you do to do to provide capable substitute to fill in for you?
9. This community and The Owner expect all residents to take pride in the inside and outside of their homes. Describe the ways in which your household would care for your home and community.
10. Since there is no traditional apartment manager, residents are responsible for handling issues like noise disturbances, parking disputes, and neighbor relations. If someone parked in your assigned parking space or your neighbors were being loud past the assigned quiet times what would you do?
11. Living in this community involves working with people of different races, cultures, religions, sexual orientations, marital statuses, political opinions, parenting styles, and personal values. Please describe how do you work with and maintain positive relationships with people who view issues differently or who have different values than you?

12.Many people of all ages live here. To what extent will you supervise your children (household members and guests) in the play and community areas?

To what extent do you expect your neighbors to supervise their children (household members and guests) in the common areas?

13.Describe how you would communicate concerns regarding the safety of children on the property.

14. If you saw someone on the property that you did not know or who looked suspicious what would you do?

15.All residents are responsible for the safety and security in the operation of the cooperative as a whole. Describe what crime prevention, fire and general safety rules that your household follows:

16. This is a drug-free community. Is anyone in your household currently using illegal drugs or any controlled substance that has not been prescribed to them?
17. This resident managed community supports and encourages members to voluntarily share ideas, talents, skills, hobbies and/or experiences. Describe ways that you could contribute to the community:
18. Are there any questions that you have for this interview team that would help clarify the benefits and expectations of community living?
19. Is there anything you would like to tell us to help us understand why you would like to live here?

This document is used by The Northlake Grove Cooperative owned by Compass Housing Alliance and managed by Quantum Management.

Further information is available via Kerri Berlin at 425-398-8648 or 425-205-9071